



REQUEST FOR PROPOSALS FOR JANITORIAL SERVICES FOR CLEANING CITY BUILDINGS

The City of Bloomington is seeking qualified proposals for janitorial services for thirteen (13) City buildings in accordance with the Request for Proposal (RFP). The contract resulting from this RFP will be a firm fixed two (2)-year term contract with one (1) two (2)-year renewal option. This Request for Proposal (RFP) describes the services involved and the process for selecting the firm to be awarded a contract.

Copies of this Request for Proposals are available from the City's Purchasing Office; **to receive a copy of the RFP, email purchasing@bloomingtonmn.gov.**

A pre-proposal conference and site inspection will be held at 10:00 A.M. CDT on Tuesday, April 7, 2015 beginning at the Public Works building, 1700 W. 98th St., Bloomington, MN. The pre-proposal site inspection will allow Proposers an opportunity to familiarize themselves with all conditions that may affect the performance and cost of the Contract. Failure to familiarize oneself with the buildings and all conditions will not relieve the Proposer of their responsibilities under the contract nor constitute a basis for subsequent contract adjustment.

Interested vendors should submit four (4) complete paper copies of their proposal as well as one (1) complete electronic copy on CD-ROM or USB flash drive (CD or flash drive with Microsoft Office or Adobe Acrobat Reader software) not later than **11:00 A.M., CDT, Thursday, April 16, 2015**. Late proposals will not be accepted. No responses will be accepted via facsimile or email.

Proposals must be submitted to Heather Forcier Boettcher, Purchasing Agent at 1800 West Old Shakopee Road, Bloomington, Minnesota 55431. Proposals must be sealed in a mailing envelope or package and clearly identified as **"PROPOSAL FOR JANITORIAL SERVICES"** with the vendor's name and address clearly printed on the outside.

The City of Bloomington reserves the right to reject any or all proposals, to waive informalities, to award the contract in whole or in part, and to award to the vendor the City determines is in the City's best interest.

CITY OF BLOOMINGTON

Heather Forcier Boettcher
Purchasing Agent